

HIGHLANDS RECREATION DISTRICT BOARD MEETING
Tuesday, October 13, 2015

Attendants:

BOARD-

Pam Merkadeau (PM) - Absent
Michelle McNeil (MM)
Eric Olbekson (EO)
Hal Carroll (HC)
Johanna Anton (JA) - Absent

STAFF- Brigitte Shearer (BS)

CALL TO ORDER

The meeting was called to order at 7:01pm by Board Member MM

REVIEW AND APPROVAL OF THE MINUTES

Board Member EO made a motion to approve the minutes of the September 22 Special Meeting (HC second). The Board voted as follows: MM: yes PM: absent HC: yes JA: absent EO: yes

INTRODUCTION OF GUESTS

Liesje Nicolas & sons

COMMUNICATIONS, ANNOUNCEMENTS & COMMENTS FROM THE AUDIENCE

None

MANAGER'S REPORT

A. Programming –

- a. ASP – Fall camp is full and fully staffed. Drop off is being coordinated to lessen parking lot congestion in the morning.
- b. Seasonal – September enrollment is low, as partons are still adjusting to the new school calendar. Rentals are ahead of last year. The Halloween Event presale is underway, but sales to date are slow. We expect higher sales in the next 2 weeks
- c. EEC – RH is on vacation for 2.5 weeks. Revenues and expenses are on target
- d. Pool – Revenue is below last year due to the shorter summer season. Staffing remains a challenge, but we have several applications pending.

B. Facilities & Grounds – The District will need sponsors for the CalFire Grant fuel reduction work in 2016. Dead limbs will be removed from the tree near the pool shed. The MPR has been much cleaner since fewer cooking classes are happening.

- C. Administration – over 157 survey responses have been received. The Board will review survey results at the strategy meeting. The Board vacancy notice will be in the November lowdown. BSS attended the Abbott School Carnival and the HCA Ice Cream social. Employee benefit enrollment for 2016 is underway.

COMMITTEE REPORTS

None.

FINANCIAL REPORT

The YTD financials were discussed. After accounting adjustments advised at our last audit, net income is ahead of this time last year. This is partially due to the payment timing differences because of the new school calendar. Board Member HC requested an analysis of the gains/losses to revenue due to the calendar change.

UNFINISHED BUSINESS

- A. The approval of the Employee Handbook was postponed until the November Board meeting
- B. Open Space repair update – BSS provided an update to the status of the open space emergency repair project. There will be a pre-meeting on October 19 and work should begin shortly thereafter.

NEW BUSINESS

- A. Luuk Nicolas asked if he could have a bottle of water. The Board approved his request. ;-)
- B. UPCOMING MEETINGS: November 8 (strategy), November 10, December 8

PAYMENT OF THE BILLS

Bills were passed for the Board's review and signatures. Board Member HC made a motion to pay the bills (EO second) and the motion passed. The motion passed unanimously.

ADJOURNMENT

Board Member HC made a motion to adjourn the meeting (EO second)
The motion passed unanimously. The meeting adjourned at 7:29pm

Respectfully submitted,

Brigitte Shearer
Board Secretary